

~~ADMINISTRATIVE INTERNAL USE ONLY~~

ODP #

0-1245

15 September 1980

MEMORANDUM FOR: Director of Data Processing

VIA: Inspector General *RB*FROM: [REDACTED]
Chief, Audit Staff

STATINTL

SUBJECT: Audit of Office of Data Processing

1. The Audit Staff has scheduled an audit of the Office of Data Processing for the period 1 July 1978 to 30 September 1980. The audit will cover compliance of activity with applicable laws, policies and regulations; effectiveness and efficiency of operations; and financial and logistical records and procedures.

STATINTL* 2. The audit is scheduled to begin approximately 6 October 1980. The target date for completion is early December 1980. The audit team will consist of five or six members of the Information Systems Audit Division. [REDACTED] will be the supervising auditor. We will request a meeting with you prior to the start of the audit.

STATINTL

3. Please indicate your concurrence by signing and returning the original of this memorandum.

STATINTL

CONCUR: *

STATINTL

[REDACTED]
Director of Data Processing9/17/80
Date

Distribution:

- Orig. - Signature & Return
- 1 - Addressee
- 1 - O/Compt/BMG

* Kick-off session scheduled for 2:00 on 16 October 1980.
(in 20-03)

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